

**VENTURA/CAHUENGA BOULEVARD CORRIDOR SPECIFIC PLAN**  
**DESIGN ADVISORY COMMITTEE/NEIGHBORHOOD COUNCIL REVIEW**

1. Design Advisory Committee/Chair/phone/email:

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2. Name of City Planning staff conducting preliminary review/phone/email: Courtney Schoenwald,  
Courtney.Schoenwald@lacity.org, (818) 374-9904

3. Project address: \_\_\_\_\_

4. Project description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Applicant name/phone: \_\_\_\_\_

6. Property owner/phone: \_\_\_\_\_

7. Representative name/phone: \_\_\_\_\_

8. Specific plan issues/conforming/non-conforming: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Other discretionary actions required: \_\_\_\_\_

To be completed by the DAC:

In a letter addressed to Courtney Schoenwald in the Department of City Planning that is signed by the PLUM Chairperson, please review the project in terms of the following:

- Date PLUM reviewed the project and/or date the applicant presented to the DAC
- The proposed architectural style: Does the style and articulation of the building include design details that use materials that are consistent with the existing or desired neighborhood character? Does the building use design elements that create a well-proportioned and unified building form?
- Proposed signage – is it in scale and is it architecturally compatible with the adjacent buildings? Does the proposed signage comply with the regulations of the Specific Plan?
- Is the project lighting sensitive to the surrounding neighborhood?
- If the project is located in a designated Pedestrian Oriented Area - Does the project incorporate the pedestrian scale such as clear glass windows along the sidewalk, and locate the entrance adjacent to the street? Is the building and site designed to encourage pedestrian activity on the street?
- Does the type of proposed landscaping follow the recommended planting scheme of the respective community's streetscape plan? Does the PLUM have suggestions to alternative types of trees to incorporate in the planting scheme? *NOTE to Applicant: The conceptual landscape plan should include the location of existing trees to be removed or saved.*

- Does the project incorporate Green Building practices and/or Low Impact Development or Best Management Practices for stormwater runoff?
- Does the project include any streetscape improvements? If so, do they follow the respective community's streetscape plan? *NOTE to Applicant: All public rights-of-way and easements on or adjacent to the property, including existing and required street dedications, improvements, including sidewalks, street trees, street lights and transit stops shall be indicated on site plans.*

Please email the scanned letter to [Courtney.Schoenwald@lacity.org](mailto:Courtney.Schoenwald@lacity.org) or mail it to the following address: Courtney Schoenwald, 6262 Van Nuys Blvd., Room 430, Van Nuys, CA 91401-2709.